

Talent Development Council

Meeting Minutes

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| **Date, Time, Place:** | September 23, 2021 at 3:00 p.m. at Zoom | | | | | |
| **Members Present:** | √ | Lakisha Ferebee | √ | Laura Dyson | √ |  |
|  | √ | Wendy Cleary | √ | Jesse Gonzalez | √ |  |
|  | √ | Diane Payne | √ | Christopher Gransberry | √ |  |
|  | √ |  | √ |  | √ |  |
| **Proxies Present:** | √ | N/A | √ |  | √ |  |
|  |  |  |  |  |  |  |
| **Members Excused:** | √ | Teresa Jones | √ | Trenace Richardson | √ |  |
|  | √ | Beverly Lahman | √ |  | √ |  |
|  | √ |  | √ |  | √ |  |
| **Invited Guests:** | √ | N/A | √ |  | √ |  |
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| **Item/Topic** | **Discussion/Reports** | **Assignments/Actions** |
| Approval of Minutes |  | * Lakisha motioned to approve the minutes. Jesse second the motion. |
| Chair’s Report | 1. Jesse: 2020-2021 Summary:    * Understanding our purpose    * Getting to know each other    * Choosing Co-chairs – Laura and Jesse    * Exploratory building    * Knowing the processes    * Handbook - Laura    * Constitutions -Jesse    * HR Policy HR4020 – Compensation and Timesheet reporting    * HR 4155 Telework Policy – officially reviewed and sent out toward the end or the beginning of the Summer. |  |
| Committee Reports | 1. Not applicable at this time. |  |
| Unfinished Business | 1. Not applicable at this time. |  |
| New Business | 1. As a group, we reviewed and discussed the following possible new policies:    * Placement, Performance, and Promotion Criteria    * Position Management (replaces FM 2010: New Positions)    * Classifications System and Position Descriptions    * Salary Administration    * Temporary Salary Adjustments    * Administrative Grievance and Faculty Grievance policies 2. Workgroup Team Discussion:    * Time and energy that we put into the policy reviews.    * Only review policies that pertain to us?    * A lot of other councils had the same comments and ideas.    * Look at our area of expertise within the policies.    * Stay within our scope. If our scope is relevant to other parties we can add to it. | 1. Setup a poll in Teams asking the Team if they prefer working together or separately when working on projects. 2. Create a database in Teams with all of our names, Division, Department, and expertise. |
| Adjournment | * Jesse adjourned the meeting at 4:00 p.m. Lakisha second the adjournment. |  | |
| **NEXT MEETING:** | October 28, 2021 at 3:00 p.m. |  | |

Diane Payne, Secretary